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13 October 1955

MEMORANDUM FOR: Project Director

SUBJECT: Reimbursement to Reynolds Electrical & Engineering Company for Meals and Lodging Furnished Contractor Personnel at [redacted]

25X1A

25X1A 1. With a memorandum dated 16 September 1955 to the Base Commander at [redacted] a tentative system was discussed with respect to the subject matter. After appropriate coordination, the system is implemented as follows:

25X1A A. Invoices concerning contractor personnel will be rendered separately by REEC and released to [redacted]
25X1A or some other appropriate official in [redacted]

25X1A B. The [redacted] representative will release each invoice to the Deputy Base Commander for completion and disposition in accordance with existing instructions, specifically, the memorandum dated 16 September 1955. Upon receipt of each messing and housing invoice at Headquarters, action will be taken to cause a U. S. Treasury Check to be drawn in the amount of the bill. The check will be expensed against the appropriate contract in effect with the contractor involved. (This is an accounting mechanism and it is not anticipated that it will be necessary to adjust the contract price by contractual amendment.) The check when drawn will be forwarded to the Project Comptroller for release to the Deputy Base Commander at [redacted] who will in turn release the check to the appropriate [redacted] representative for further release to the Reynolds Electrical and Engineering Co., Inc.

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C. The above handling will in effect indicate that the disbursement to REEC is being made directly by the Air and will further preclude the need of the Agency reimbursing contractors for burden and profit related to the messing activity account.

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25X1A 2. The first billing received from RESCO on behalf of the [redacted] contract is transmitted herewith for approval by the contracting officer and the Project Director. When the signatures have been affixed, please return the claim to the undersigned for disbursement as stated herein.

25X1A

[redacted]
Project [redacted]

DNO:bm
1 - Project Director
1 - Contracting officer
1 - [redacted]
1 - [redacted]
1 - CHron
1 - Reading

25X1A



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